

Agenda
Citizens Oversight Committee
April 16, 2018
Oakdale Heights Elementary
6:00 p.m.

Michelle L. Johnstone
Superintendent

Debbie MacLean
Director of Fiscal
Services

Kevin Montague
Facilities Director

Tim Larson
Athletic Director

Committee Members

Rich McFarland
Chair

Bill Blair

Matt Forsberg

Vonnie Good

Sheila Myers

Gary Suderman

Andrea Wilcoxon

Glen Miller

Jerry Boudreaux

Jonathon Schrock

Secretary
Kate Hall

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- 1.0 Welcome**
- 2.0 Approval of Minutes – March 19, 2018**
- 3.0 Congratulations!** – Congratulations and a special thank you to Rich McFarland. Rich has accepted a new position as Superintendent in Chewelah, Washington
 - 3.1 Selection of New Committee Chair**
- 4.0 Project Updates**
 - 4.1 Financial**
 - 4.2 Lyle**
 - 4.3 Oakdale**
 - 4.4 Whitworth Gym Seismic**
 - 4.5 CTE**
 - 4.6 Safety & Security**
 - 4.7 Tour Oakdale MPR/kitchen**
- 5.0 Public Input**
- 6.0 Next Meeting – May 21, 2018**
- 7.0 Adjourn**

Minutes
Citizens Oversight Committee
March 19, 2018
District Office Board Room
6:00 pm

Present: Glen Miller, Debbie MacLean, Bill Blair, Kevin Montague, Jerry Boudreaux, Gary Suderman, Vonnie Good, Rich McFarland, Michelle Johnstone

Guests: Seth Arnesen

1.0 Welcome

2.0 Approval of Minutes – A motion was made by Vonnie Good to approve the minutes. The motion received a second by Glen Miller and passed unanimously.

3.0 Project Updates

3.1 **Financial** – Debbie is in the process of closing out the first issuance. Whitworth will be closed out for the bond funding portion leaving the balance for seismic grant reimbursement. In the second issuance there is currently 8.3% spent down with 32.5% committed.

3.1.1 Long Range Facility Plan Grant – We received a \$25k grant to create a long range facility plan. Guidance for the plan fits into the scope of responsibilities for this committee.

The grant requires an ODE certified writer. Kevin proposed employing Soderstrom Architects for the project. Soderstrom is very familiar with our district as they are currently working on the Privacy-for-All and stadium projects. They have also been retained to conduct the facility assessment for the district under the TAP grant we received. Soderstrom is certified by the ODE to both conduct assessments and write long range facility plans. The district has until June 2019 to complete the long range plan.

The role of the COC will be to work with the architect to provide insight and historical information. Gary has been involved with the COC (previously labeled CAC) since the last bond and worked on the original long range plan. While that group did a great job, much of what was identified has been completed. Previous plans conducted in-house have been good, but not as thorough as third-party plans tend to be. This committee will work with the architect group to put together a plan moving forward; combining our knowledge, experience, community and district insight with their experience and knowledge of data compilation, anticipating trends and long range planning.

Initial planning discussions would likely begin as part of the regular COC meetings. If it is later determined more time is needed, additional meetings can be scheduled.

The TAP grant for the facility assessment was \$20k. Soderstrom will be completing that work for just under the grant amount, assessing all six (6) district buildings. Other entities performing the assessment would only complete up to three (3) buildings for that amount. Because of their familiarity with the district and buildings, they should also be able to complete the long range plan within the \$25k grant budget. The grant cannot be used for work done in-house. The plan (and assessment) must be completed by an ODE certified entity.

For clarification, the TAP grant (facility assessment) is a process where the buildings conditions and equipment are assessed to determine their remaining useful life. The results of the assessment will tell us which buildings/equipment are fine as they stand, which make sense to upgrade or refurbish and which, if any, should be removed and replaced. It is important to note that the assessment is just that. The district will not be required to do any work based solely on the assessment. The assessment is completed by a checklist of criteria provided by the ODE. It provides information and a projection of where future repairs may or may not need to be and what buildings and/or equipment are at the highest risk of failure. It is similar to the seismic reviews which were completed for use when we applied for the seismic retrofit grants.

Concern was raised regarding demolishing building to replace with new ones based only on the assessment. The belief is that maintaining and repairing what we already have is a more responsible financial decision. The group was reminded the assessment is tool, so even if the assessment indicates a building should be removed and replaced, the decision to do so would still fall to the district and would not be a mandate from the State. The architect team will come together with this committee looking for guidance on what is important to the district without preconceived notions. They will also come with the tools to take all that information and drill down costs and what will or will not be needed.

For example, we know the basic needs for stadium upgrades. However, based on the assessment, the architect will know exactly what upgrades will trigger other requirements, the costs and other options, if possible, to avoid triggering too much.

The opportunity for the assessment and long range plan comes at an ideal time. The long range plans are created a minimum of 10 years out and often reach 20-25 years. While 20-25 years is difficult to project, it will

still give a general sense of possible future needs and can provide options for various scenarios. The previous plan, while well done, looked only 10 years ahead and indicated no new school would be needed within that time frame, which was spot-on. However, there was no plan for “what to do next”. There are two new sub-divisions being built in the area. We don’t know who will be moving in to those homes or the consequences. Creating an updated Long Range Facility Plan is timely with the changes in our community and the opportunity to go out for a new bond in 2021. The information in the assessment and long range plan will provide us with a good foundation in preparing for future needs and for a new bond.

The committee agreed to proceed with the Long Range Facility Plan, employing Soderstrom Architects.

- 3.2 **Whitworth Radon Testing** – Results have come in for radon testing which was conducted after the completion of construction. All tests came back within acceptable ranges. Classroom 22 was a bit higher than the rest, but still within acceptable limits. A new unit ventilation was installed in that area during construction. The outside air dampener has been adjusted to let in more outside air to bring the levels down to that of the rest of the building.

Once construction of the new MPR/kitchen areas and classrooms is complete at both Oakdale and Lyle, we will likely conduct radon testing in those new spaces. Vonnie mentioned the district could do those without hiring an outside firm. She noted Salem-Keizer conducts their own radon testing, as well.

- 3.3 **Lyle** – The kitchen/MPR area is open and fully functional. Things are going well. The only complaint has been in regard to the fire alarm noise level. There were some concerns brought up by staff that the fire alarm was too loud and at a level which was ear-damaging.

Kevin took a decibel meter to the school during a fire drill and found the level to be louder than some other areas but well within safety limits as defined by OSHA. However, since it is a large space and during a fire/fire drill young students are sometimes difficult to direct, Kevin is going to have the alarm turned down a bit.

During spring break floor polishers will be back to work on the floor since it was not up to specified standards in some places. Punch list items will be worked on and a crew will be in to abate the old kitchen space. Abatement will primarily be the floor and mastic. While joint compounds and wall texture were assumed to contain asbestos, testing proved it did not. Since those areas were free of asbestos it will allow abatement and other work to proceed much more quickly. The contractor will begin enclosing that space and getting it ready for summer completion. Exterior painting will likely not be done until summer. It is currently

too wet to paint.

- 3.4 **Oakdale** – Work is progressing although there were some delays in getting the ceiling fire rating approval. We ended up having to add 17 additional fire devices throughout to meet current requirements. The cost for that was over \$17k which would only upgrade the kitchen and MPR areas. Because of the high cost and complications with integration to the current propriety system, we requested bids to upgrade the entire fire system as was done at Whitworth. The board approved that additional expenditure and we are moving forward with the upgrade.
- 3.5 **Whitworth Gym Seismic** – A meeting is scheduled with ZCS and Woodburn Construction for the 28th to go over the project and contract.
- 3.6 **CTE** – Last month the committee asked for costs of lead/asbestos abatement as well as upgrades to the current CTE space. JSE will be conducting a survey to determine the costs for abatement. Once those are received Kevin will work with the architect to determine the upgrade costs to come up with a total. We already have rough costs from the architect for a new building per the plan provided by Tim Ray. Once we get the costs from the abatement company and architect, those numbers can be compared to help determine direction.

4.0 Second Issuance project list – Safety & Security – Since the Parkland shooting, the board has asked that bond funds be directed to safety and security in the form of access control and cameras. Depending on the cost, some items currently on the second-issuance list may have to come off.

Kevin provided information from a safety survey which was requested in 2013 by Christy Perry. The survey was conducted by an independent consultant. The survey indicated some concerns which have already been addressed along with others.

DHS, Lyle and Oakdale have some wiring complete for access control but no system has been installed. The high school currently has 32 cameras with wiring installed for an additional 20-24 cameras.

There was discussion regarding the staff and student culture which no security system can correct. Often doors are left unlocked, propped, latches taped, etc. The culture will be difficult to change. If staff and students are expected to use only one or two entrances, they may become frustrated and prop or otherwise alter doors to remain accessible for their own convenience. It was mentioned that Springfield has gone so far as to add bars to their windows making the buildings seem even more prison-like.

It is felt that reaching the hearts of kids and building personal relationships with them will work better than anything in creating a safer environment for students and staff. Positive peer pressure and students reaching out to one another creates a safeguard without impairment. It is better to be proactive rather than reactive.

It was suggested that the district ask the city what they would like to see and what could help them be more responsive. A suggestion was that they have real-time access to any security camera system we install so they could see if there were problems and know exactly where to respond.

Jerry shared some insights from his experiences working in California school districts, specifically as a vice principal. He told of how he effectively worked to reduce gang problems in a school with a high gang presence. He had offered coffee and pastry for free to anyone in uniform. With the continual police/fire/EMT presence at the school, gang violence dropped significantly in only six weeks. He also noted how a School Resource Officer program, properly implemented, can be a very effective security tool. He said it was important that the officer be someone who wants to walk the halls and engage with students and staff, build connections and relationships. In this way they would be able to predict who is at risk and where problems may arise. The cost for a properly implemented program will give the highest return on the investment compared to other security measures. He also mentioned how an “I need a friend” bench helped his granddaughter make friends in a new school in Colorado.

Michelle mentioned she’d like to see a system in place where a single button could lock down the entire building and hallways. Glen said they have something like that at the Chemeketa building. He noted that, while it’s good for an outside threat, it isn’t effective for an inside threat since it locks out first responders. It is also against fire code to lock down fire doors for events other than fire.

Airlocks at entrances are a good safety measure, but only if other entrances are kept locked, which has been a problem. Motion cameras are a good option since you can see who props, unlocks or enters doors that should be secure.

There have been three “buddy benches” donated to the district; one for each of the elementary schools. When they were originally delivered there were safety requirements that needed to be met since they were being placed at the schools. The benches were returned for the necessary modifications. They’ve not been received back, but will be installed when they are.

5.0 Public Comment – There was no public comment.

6.0 Next meeting – The next meeting will be Monday, April 16, 2018

7.0 Adjourn – The meeting was adjourned at 7:25 p.m.

Rich McFarland / Committee Chair

Date

Kate Hall / Committee Secretary

Date

DRAFT